

**DATE:** April 24, 2008

**SUBJECT:** Approval of New Programs under the Postsecondary Authorization Act

**ACTION RECOMMENDED:** Approval

**BACKGROUND INFORMATION:** The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization of educational programs in the state. Applications have been reviewed and staff has determined that all necessary documentation for the institutions submitting new program applications is in accordance with the Act and postsecondary rules. The Committee on Postsecondary Educational Institutions, which is a review and advisory committee to the Commission, met on March 13, 2008 and affirmed staff recommendations for approval.

**A. All American School, LLC Chattanooga, TN**

All American Schools is seeking authorization for the revision of their currently authorized program, Computer Basic Fundamentals and Medical Insurance (Billing and Coding) Certificate of Completion Program. The program will be taught by faculty from their authorized site in Chattanooga, Tennessee.

1. **The Computer Basic Fundamentals and Medical Insurance (Billing and Coding) Certificate of Completion Program** is designed to help students prepare for entry-level positions in the medical field. An emphasis is placed on optimal reimbursement procedures. Primary focus is given to the skills required to successfully complete the Certified Coding Associate credentialing exam.

**Program:** Computer Basic Fundamentals and Medical Insurance (Billing and Coding)  
**Credential Awarded:** Certificate of Completion  
**Length of Program:** 248 Contact Hours (5.5 weeks)

The institution does not participate in Title IV funding.

**B. Applied Scholastics Tennessee Memphis, TN**

Applied Scholastics International is seeking authorization for four new certificates of completion programs in Associate Member Instructor, Achievement Program for Center Teachers, Achievement Program for Tutors International Associate Member Tutoring Center Executive Director. The programs will be taught by faculty from their authorized site in Memphis, Tennessee.

1. **The Achievement for Center Teachers Certificate Program** is designed particularly for individuals who intend to provide Supplemental Education Services on behalf of the Applied Scholastic community center. Graduates of this program will have the skills to create either an after-school tutoring program or an in-school academic acceleration program in efforts to improve the conditions of education within the community. The course curriculum is organized to assist individuals to run Supplemental Educational Services (SES) center accessing Title I funds. The curriculum provides training in the following areas: recognizing and handling barriers to learning, communicating with children, and delivering workshops for tutors and students.

**Program:** Achievement for Center Teachers  
**Credential Awarded:** Applied Scholastics Center Teacher Certificate  
**Length of Program:** 118 contact (clock) hours (3 weeks)

2. **The Achievement for Center Tutors Certificate Program** is designed particularly for individuals who intend to assist the Applied Scholastic educational community by providing additional Graduates of this program will have the skills to assist students in meeting their educational goals through critical assessments and educational skill-building in vulnerable academic areas. In addition to completing didactic training, students are required to complete a supervised apprenticeship which will provide practical training into becoming an agent for positive change within the Applied Scholastic community.

**Program:** Achievement for Center Teachers  
**Credential Awarded:** Applied Scholastics Center Teacher Certificate  
**Length of Program:** 118 contact (clock) hours (3 weeks)

3. **The Associate Member Instructor Certificate Program** is designed particularly for individuals who intend to teach on behalf of the Applied Scholastic community center. Graduates of this program will have the skills to create a cooperative classroom environment where the students engage in a learning partnership in efforts to achieve mutually established educational goals. In addition to completing didactic training, students are required to complete a supervised apprenticeship which will provide practical training into becoming an agent for positive change within the Applied Scholastic community.

**Program:** Associate Member Instructor  
**Credential Awarded:** Applied Scholastics Certified Instructor Certificate  
**Length of Program:** 226 contact (clock) hours (5.5 weeks)

4. **The Associate Member Tutoring Center Executive Director Certificate Program** is designed to increase the students' skill as tutors and expands the sphere of responsibility in the Applied Scholastic community and allows the graduate to become an Executive Director of a tutoring center. Graduates of this program will have the skills necessary to establish and maintain a tutoring

center in addition to the recruitment and training of tutors. In addition to completing didactic training, students are required to complete a supervised apprenticeship which will provide practical training into becoming an agent for positive change within the Applied Scholastic community.

**Program:** Associate Member Tutoring Center Executive Director  
**Credential Awarded:** Applied Scholastics Certified Executive Director Certificate  
**Length of Program:** 216 contact (clock) hours (5.5 weeks)

The institution does not participate in Title IV funding.

### **C. Argosy University**

**Chicago, IL**

Argosy University – Chicago is seeking authorization for four Master of Business Administration degree programs in: Customized Professional, Healthcare Administration, Information Systems Management, and International Business. All programs can be taken in an online or residential format. The programs will be taught by faculty from their authorized site in Chicago, Illinois.

- 1. The Master in Business Administration in Customized Professional Degree Program** is designed to provide students with the skills to manage organizations and think critically. An emphasis is placed on diversity, human difference, and communication. Students are taught to analyze problems and make sound decisions based on the collection of data. The highlights of the program are human integration, motivation, and building relationships. The prerequisite curriculum includes: principles of accounting, macroeconomics, microeconomics, and financial management. The core curriculum includes: managerial accounting, financial management, strategic and operational planning, information management, management decision models, marketing planning and strategy, and perspectives in change leadership. Students who choose the customized professional degree program select electives from a broad range of courses from other areas within the college of business. Essentially, students who choose this option earn a general MBA.

**Program:** Customized Professional  
**Credential Awarded:** Master in Business Administration  
**Length of Program:** 36 semester credit hours (24 months)

- 2. The Master in Business Administration in Healthcare Administration Degree Program** is designed to provide students with the skills to manage organizations and think critically. An emphasis is placed on diversity, human difference, and communication. Students are taught to analyze problems and make sound decisions based on the collection of data. The highlights of the program are human integration, motivation, and building relationships. The prerequisite curriculum includes: principles of accounting, macroeconomics, microeconomics, and financial management. The core curriculum includes: managerial accounting, financial management, strategic and operational

planning, information management, management decision models, marketing planning and strategy, and perspectives in change leadership. The Healthcare Administration degree program curriculum includes: finance and accounting in healthcare organizations, managing and measuring quality in healthcare organizations, healthcare organizations: changing dynamics and emerging trends, and managing programs and new initiatives in healthcare.

**Program:** **Healthcare Administration**  
**Credential Awarded:** **Master in Business Administration**  
**Length of Program:** **36 semester credit hours (24 months)**

- 3. The Master in Business Administration in Information Systems Management Degree Program** is designed to provide students with the skills to manage organizations and think critically. An emphasis is placed on diversity, human difference, and communication. Students are taught to analyze problems and make sound decisions based on the collection of data. The highlights of the program are human integration, motivation, and building relationships. The prerequisite curriculum includes: principles of accounting, macroeconomics, microeconomics, and financial management. The core curriculum includes: managerial accounting, financial management, strategic and operational planning, information management, management decision models, marketing planning and strategy, and perspectives in change leadership. The information systems management degree program curriculum includes: e-business applications, management of information resources, database and information management systems, and communications and connectivity.

**Program:** **Information Systems Management**  
**Credential Awarded:** **Master in Business Administration**  
**Length of Program:** **36 semester credit hours (24 months)**

- 4. The Master in Business Administration in International Business Degree Program** is designed to provide students with the skills to manage organizations and think critically. An emphasis is placed on diversity, human difference, and communication. Students are taught to analyze problems and make sound decisions based on the collection of data. The highlights of the program are human integration, motivation, and building relationships. The prerequisite curriculum includes: principles of accounting, macroeconomics, microeconomics, and financial management. The core curriculum includes: managerial accounting, financial management, strategic and operational planning, information management, management decision models, marketing planning and strategy, and perspectives in change leadership. The international business degree program curriculum includes: global finance, international business practices international marketing, and international standards, regulations, and compliance.

**Program:** **International Business**  
**Credential Awarded:** **Master in Business Administration**  
**Length of Program:** **36 semester credit hours (24 months)**

The institution participates in Title IV funding.

**D. Draughons Junior College**

**Clarksville, TN**

Draughons Junior College - Clarksville is seeking authorization for three new programs, an Associate of Applied Science and a Diploma in Physical Therapy Assistant, and a Certificate of Completion in Physical Therapy Aide. The programs will be taught at their authorized site in Clarksville, Tennessee.

Draughons Junior College will not begin enrolling students in the Physical Therapy Assistant and Aide programs until candidacy status approval by the Commission on Accreditation in Physical Therapy Education (CAPTE) is received. If the institution does not receive full accreditation status by CAPTE, Draughons Junior College will refund any monies paid by the students enrolled in the physical therapy assistant and aide programs.

- 1. The Associate of Applied Science in Physical Therapy Assistant Program** is designed to provide students with the skills to assist the physical therapist in the delivery of a variety of tasks. In addition to their general education classes, students study medical terminology, anatomy & physiology, and first aid. Students will also learn body mechanics and patient positioning. Graduates will be eligible to sit for the National Physical Therapy Examinations endorsed by the Federation of State Boards of Physical Therapy.

**Program:** Physical Therapy Assistant  
**Credential Awarded:** Associate of Applied Science  
**Length of Program:** 96 quarter credit hours (24 months)

- 2. The Diploma in Physical Therapy Assistant Program** is designed to provide students with the skills to assist the physical therapist in the delivery of a variety of tasks. Additionally, students study medical terminology, anatomy & physiology, first aid, body mechanics and patient positioning. Graduates will be eligible to sit for the National Physical Therapy Examinations endorsed by the Federation of State Boards of Physical Therapy.

**Program:** Physical Therapy Assistant  
**Credential Awarded:** Diploma  
**Length of Program:** 72 quarter credit hours (18 months)

- 3. The Certificate of Completion in Physical Therapy Aide Program** is designed to provide students with the skills to assist the physical therapist. Students will learn medical terminology, anatomy and physiology, first aid, and pathology. Additionally students will be taught proper body mechanics, positioning and transfer of patients, and charting.

**Program:** Physical Therapy Aide  
**Credential Awarded:** Certificate of Completion  
**Length of Program:** 48 quarter credit hours (12 months)

The institution participates in Title IV funding.

**E. Health Tech Institute of Memphis**

**Memphis, TN**

Health Tech Institute of Memphis is seeking authorization for two new Diploma programs in Certified Medical Assistant and Office Administration. The programs will be taught by faculty from their authorized site in Memphis, Tennessee.

1. **The Certified Medical Assistant Program** is designed to teach students the skills needed for performing administrative and clinical duties under the direction of a physician. The program places an emphasis on the skills related to typical tasks required in the field of healthcare support. Students will obtain knowledge in the areas of maintaining medical records, billing and coding, recording vital signs and medical histories, drawing blood, and administering medication.

**Program:** Certified Medical Assistant  
**Credential Awarded:** Diploma  
**Length of Program:** 500 contact hours (9 months)

2. **The Office Administration Program** is designed to teach students the skills needed for overseeing daily operations such as: human resources, payroll, customer service, accounting, and computer technology. The program places an emphasis on the skills related to typical tasks required in the field of office administrative support. Students will obtain knowledge in the areas of basic accounting, management of payroll, critical thinking, and business writing.

**Program:** Office Administration  
**Credential Awarded:** Diploma  
**Length of Program:** 500 contact hours (9 months)

The institution does not participate in Title IV funding.

**F. ITT Technical Institute - Online**

**Indianapolis, IN**

ITT Technical Institute - Online is seeking authorization for two new Associate of Applied Science degree programs in Computer Forensics and Web Design. The program will be taught by faculty from their authorized site in Indianapolis, Indiana.

1. **The Associate of Applied Science in Computer Forensics Degree Program** is designed to help students prepare for entry-level positions in computer forensics. The program places an emphasis on the technology that is used to solve problems as they relate to forensics. The program curriculum includes technical courses, a criminal justice course, and general education courses.

**Program:** Computer Forensics

**Credential Awarded:** Associate of Applied Science  
**Length of Program:** 96 quarter credit hours (24 months)

- The Associate of Applied Science in Web Design Program** is designed to help students prepare for entry-level positions in the Web Design and Development industry, with special focus on the visual, artistic and interactive design aspects of Web sites and applications. The program places an emphasis on technical applications and software operations as they relate to web design.

**Program:** Web Design  
**Credential Awarded:** Associate of Applied Science  
**Length of Program:** 96 quarter credit hours (24 months)

The institution participates in Title IV funding.

**G. Kaplan Career Institute Nashville, TN**

Kaplan Career Institute is seeking authorization for one new Diploma program in Computer Support Technician. The program will be taught by faculty from their authorized site in Nashville, Tennessee.

- The Computer Support Technician Program** is designed to prepare students with the skills required for entry level positions in the computer service field. Topics covered include computer hardware, systems and application software, networking, network security, help desk administration, and principles of quality customer service.

**Program:** Computer Support Technician  
**Credential Awarded:** Diploma  
**Length of Program:** 36 quarter credit hours (9 months)

The institution participates in Title IV funding.

**H. MedVance Institute Nashville, TN**

MedVance Institute is seeking authorization for one new program, an Associate of Applied Science in Information Technology & Biomedical Technician.

- The Associate of Applied Science in Information Technology & Biomedical Technician Program** is designed to provide training in biomedical equipment, electronics, computer networks, and systems integration. Skills learned can be applied to the installation, maintenance, and repair of biomedical equipment, computer systems, networks, and their integrated components.

**Program:** Information Technology & Biomedical Technician  
**Credential Awarded:** Associate of Applied Science

**Length of Program:** **120 quarter credit hours (21 months)**

The institution participates in Title IV funding.

**I. South College (Lonas)**

**Knoxville, TN**

South College is seeking authorization for one new program a Masters of Health Science in Physician Assistant Studies Degree. The program will be taught by faculty from their authorized site in Knoxville, Tennessee.

- 1. The Master of Health Science in Physician Assistant Studies Degree Program** is designed to provide a competency based program that focuses on patient care. The program curriculum provides students with a solid foundation in basic medical science. The coursework includes: human gross anatomy, physiology, pharmacology, clinical assessment, behavioral medicine, clinical pediatrics, and geriatrics. Throughout the program students should develop strong patient communication skills and advanced clinical critical thinking and problem solving skills in addition to acquiring technical proficiency in clinical areas related to professional practice. This program prepares students for comprehensive generalist practice within a variety of clinical settings. Completion of the program requires that students complete six core clinical learning rotations to include: primary care, internal medicine, emergency medicine, surgery pediatrics, ob/gyn, behavioral medicine, and an elective rotation. Graduates are eligible to sit for the National Commission on Certification of Physician Assistants (NCCPA) examination.

**Program:** **Physician Assistant Studies**  
**Credential Awarded:** **Master of Health Science**  
**Length of Program:** **160 quarter credit hours (27 months)**

The institution participates in Title IV funding.

**J. University of Phoenix – Online**

**Phoenix, AZ**

University of Phoenix – On-line is seeking authorization for five programs, Doctor of Philosophy in Higher Education Administration; a Master of Science in Accountancy; two Associate of Arts degree programs in: Health Administration/Medical Records and Sports Management; and a Certificate of Completion in Gerontology Healthcare. The programs offered at the associate’s degree level and lower will be offered by Axia College, the entity through which the University of Phoenix provides lower level programs. The institution is a recruitment only institution and all classes are available online.

- 1. The Doctor of Philosophy in Higher Education Administration Degree Program** is designed for individuals who have a desire to hold leadership positions in postsecondary environments and to provide educational leaders with specific skills needed to strategically manage and lead complex educational

organizations. The higher education administration program provides the students with an opportunity to demonstrate analytical, critical, and innovative thinking to address higher education related issues. Doctoral level education courses place an emphasis on scholarly research. Graduates will have a complete understanding of the process of curriculum development, organizational theory, the management of budgetary processes, and diversity and legal issues as they relate to higher education. Successful completion of the Ph.D. degree requires an oral defense of a valid, reliable, substantial, and independently completed Doctoral Dissertation. The program's curriculum is designed to develop the student's ability to create original solutions to complex issues and to carefully identify and apply the most appropriate research methodology for addressing these issues.

**Program:** Higher Education Administration  
**Credential Awarded:** Doctor of Philosophy  
**Length of Program:** 77 semester credit hours (48 months)

- 2. The Master of Science in Accountancy Degree Program** provides the depth and knowledge required of professional accountants. The objective of this program is for students to master theories, principles, and a wide range of problems as they relate to accounting. The program assists those persons who are preparing for the certified public accountant (CPA) examination. The curriculum includes: financial accounting, accounting information systems, managerial accounting, financial reporting, auditing, taxation, and accounting ethics.

**Program:** Accountancy  
**Credential Awarded:** Master of Science  
**Length of Program:** 36 semester credit hours (18 months)

- 3. The Certificate of Completion in Gerontology Healthcare Program** is designed for individuals who possess baccalaureate degrees and already work in the healthcare field; however, they have a desire to increase their knowledge of geriatrics. The curriculum includes: foundations of gerontology, biological and psychological aspects of aging, social and cultural aspects of aging, and organization and management of aging services.

**Program:** Gerontology Healthcare  
**Credential Awarded:** Certificate of Completion  
**Length of Program:** 12 semester credit hours (6 months)

- 4. The Associate of Arts in Healthcare Administration/Medical Records Practice Degree Program** is designed to provide a general education foundation for students to build on in various subject areas. An emphasis is placed on writing skills, critical thinking, and information utilization. The Healthcare Administration/ Medical Records specialization provides students with the skills that are necessary to become a medical records and health information technician. The program curriculum includes: pharmacy calculations, health and diseases, introduction to pharmacy practice, and claims preparation.

**Program:** Healthcare Administration/ Medical Records  
**Credential Awarded:** Associate of Arts  
**Length of Program:** 60 semester credit hours (23 months)

5. **The Associate of Arts in Sports Management Degree Program** is designed to provide a general education foundation for students to build on in various subject areas. An emphasis is placed on writing skills, critical thinking, and information utilization. The sports management specialization provides students with the content and practical application for a career in sports and recreation management. Developing students' knowledge and skills in the areas of management, ethics, budgeting, finance, and communication as they relate to sports management is a main focus of the program. Additionally, the program is designed as a segue to baccalaureate programs and beyond. The curriculum includes: sport ethics, socio-cultural elements of sports, management and leadership in sports, and sport marketing.

**Program:** Sports Management  
**Credential Awarded:** Associate of Arts  
**Length of Program:** 60 semester credit hours (23 months)

The institution participates in Title IV funding.